

POSITION TITLE: Accounting Director (Ordinance Title: Executive 2)

Salary: DOE

Unit/Location: Finance Services Business Unit/Seattle Municipal Tower

Primary Duties: Provides strategic leadership for all aspects of accounting for Seattle City Light including Accounts Payable, Procurement, General Accounting, and Cost Accounting operating units. This position is responsible for an operating budget of approximately \$2.5-3 million and the accounting for general expenses (benefits, insurance, interfund transfers) of \$54 million, taxes of \$63 million, purchased power of \$388 million, and inventory management of \$15-20 million. The Accounting Director is responsible for the accuracy, integrity and quality of the Utility's official financial statements which is directly related to the Utility's bond rating. Decisions involve broad organizational policy regarding the development, interpretation, and application of accounting procedures, principles, and pronouncements in accordance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standard Board (GASB), Financial Accounting Standard Board (FASB), and Federal Energy Regulatory Commission (FERC).

Examples of key responsibilities and deliverables include, but are not limited to:

- Providing oversight for all procurement of goods, services, and licenses including consultant and board of public works contracting, stock and non-stock procurement, and the management of inventory optimization.
- Overseeing the management of multiple functions related to the disbursement of cash including payment processing (accounts payable), cash management, cash flow analysis, and the accurate recording of all payments made through the City's financial management system (Summit).
- Overseeing maintenance of Seattle City Light's general ledger; preparation of monthly, quarterly, and annual financial statements and annual reports; tax return preparation and compliance; industrial insurance and risk management; accounts receivable; purchase power contracts; and coordination of independent financial statement audit with independent auditors and State Auditor.

Required Qualifications: A Bachelor's degree in Accounting or related field is required. Substantial management and leadership experience in accounting and financial management or related area of responsibility typically gained through 10 or more years progressively responsible assignments; at least 7 of which were as a manager or supervisor in a large, complex multicultural and diverse organization. Demonstrable knowledge of accounting, financial planning, budgeting, debt management, cash management, procurement, contracting, Generally Accepted Accounting Principles (GAPP), Governmental Accounting Standard Board (GASB), Financial Accounting Standards Board (FASB), and Federal Energy Regulatory Commission (FERC) regulations. Knowledge of, or sensitivity to, multi-cultural and diversity issues. Skilled in interpreting complex accounting and financial information, interpreting and applying complex accounting principles and pronouncements in a Utility Environment. Actively promote, support and manage key strategic City-wide initiatives including those related to fair and equal employment, diversity and justice in the workplace. Successful candidates must demonstrate their commitment to and involvement in activities that create and sustain a workforce free of racism and discrimination and that values multiculturalism and diversity as a workforce and community asset.

Desired Qualifications: A Master's degree and Utility experience preferred. Knowledge of public sector organization practices including labor relations. Skilled in creating and delivering public presentations to a variety of constituents, managing shifting priorities with very little direction, and recruiting and managing a multicultural and diverse staff that possesses various skills. Ability to foster and model effective customer service. Ability to coach, counsel, and develop employees, including those of different racial, cultural and demographic backgrounds. Ability to provide management direction in a environment of change, willingness to make difficult and challenging decisions, provide clear expectations and directions, foster creativity and problem solving, perform the physical requirements and essential functions of the job, and address conflicting issues and demands, and changing priorities.

Position Requirements: Certified Public Accountant (CPA). Security clearance and background check may be required. Driver abstract is required.

How to Apply: For complete job description and instructions for applying, visit www.seattle.gov/light. Resumes must be submitted by midnight Sunday, October 2, 2005 to be considered.

[Click Here for Full Job Description](#)